

SOUTH PARK **STAKEHOLDERS** **G R O U P**

Dedicated to the Economic, Social and Cultural Vitality of South Park—Downtown Los Angeles



South Park Stakeholders Group-Board of Directors Meeting

Tuesday, November 20, 2012-1:00 p.m.
South Park BID Office 1333 S. Hope Street, Los Angeles, CA 90015

Present: Robin Bieker, Gary Warfel, Philip Hill, Bob Buente, Cliff Hoffman-(via conference)

Absent: Ed Marzac, David Galaviz, Martha Salcedo (Excused)

Staff: Daryl Landis, Sharon Guzman

Consultants: Marco Li Mandri, Marcus Lieber, Tara Devine

MINUTES:

Item	Discussion	Action Taken?
Call to order	President Robin Bieker called the meeting to order at 1:10 p.m. A quorum was present, and self-introductions were made.	No action taken
Approval of October 23rd, 2012 Board Minutes	No comments were made on posted agenda items.	Gary Warfel moved to approve the minutes, Bob Buente seconded the motion and the minutes were approved unanimously
Manual Billing Update	Daryl reported that the City will print, and mail out manual assessment bills on December 14 th , once the 30 day period after adoption of the BID ordinance has occurred .. Robin suggested to have them mailed on the 17th Risk of possible lawsuit-30 days past official filed ordinance (Dec 18 th)	No action taken
Executive Director Update	Gary reported that based upon discussions between the Association Human Relations Consultant and Jessica Lall, Jessica will commence her new Executive Director position sometime in late December 2012.	The Board had previously agreed to hire Jessica Lall, conditional upon a mutually beneficial

		employment package. No action was needed today
Approval of Budget for 2013	Gary presented the preliminary budget to the Board. He questioned if increase for Clean/Safety is common in other districts. The budget for clean and safe services jumped substantially in 2012, over 2011. Gary wanted to ensure that the budget was based upon actual collected assessments and not supplemental revenues from carry forward funds from the previous year. Discussion followed. Gary presented a detailed breakdown of the service categories, their anticipated costs and explained how the new budget adheres to the adopted Management District Plan. Each Committee will have a budget to work within commencing January 1 st , 2013. RBZ is estimating that the 2012 to 2013 fiscal year carry forward will be between \$140 and 200,000.	Gary moved that the Board adopt the 2013 Annual budget in an amount not to exceed \$1,861,889, and to keep the carry forward funds in reserve for special projects in 2013. Bob seconded the motion and it was approved unanimously.
Committee Reports	(Executive Committee) The stamped Articles of Incorporation have been received from the Secretary of State and now the new South Park Association has been incorporated. Gary can now open the bank account at First Enterprise Bank, as per the Board's previous decision. The HR manual which was distributed in August is almost done, however still pending maternity leave section. Cliff will send over to Daryl upon completion. (SOBO Committee) RFP Solicitation for Vendors being considered. Bob will begin discussion on soliciting new vendors for the maintenance and security services in January. Discussion followed. (DISI) With Carola's departure from AEG, the Board will need a new Chair appointed	No action taken
Next Board meeting	December 14, 2012, 5:00 p.m.	
Adjourn	Meeting adjourned at 2:15 6p.m.	.

Minutes taken by Sharon Guzman and amended by & Marco Li Mandri